

CONFIDENTIAL**ROUTING AND RECORD SHEET****SUBJECT:** (Optional)

OC-AMD Staff Notes - 25-29 March 1985

FROM:

C/OC-AMD

EXTENSION**NO.****DATE**

4 APR 1985

TO: (Officer designation, room number, and building)**DATE****RECEIVED****FORWARDED****OFFICER'S INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

AD/CO

04 APR 1985

04 APR 1985

2.

OC-MLS

18 APR 1985

3.

OC-EXA

4 APR 1985

4.

OC/OL/ISC

Archiving

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OC 12238-85

4 APR 1985

MEMORANDUM FOR: Acting Director of Communications

25X1 FROM:

Chief, Administrative Management Division, OC

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3. During the week, Panel MCN personnel strength decreased by 1 technician. Panel N is 11 technicians under authorized ceiling. However, this figure includes technicians who are participating in the OJT program, attending initial EOD training, and serving in assignments other than MCN approved positions. With these categories deleted, Panel N is effectively 33 technicians under strength. Panel MCD strength increased by 1. The Panel is now 84 employees over authorized ceiling. There are 90 EOD students in training, while 22 TCA personnel are in processing or preparing for their overseas assignments. Taking into account the training status of EOD students, Panel MCD is currently 25 personnel under strength.

25X1 WARNING NOTICE - INTELLIGENCE
SOURCES OR METHODS INVOLVED

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25X1 4. Representatives from Assignments and Processing Branch toured the communications facilities [redacted] During their visit, discussions were held concerning equipment and circuit upgrades at these sites, and the current and projected personnel staffing requirements for Panels D and N.

25X1 5. [redacted] departed 29 March for a rotational assignment with the Office of Personnel (OP) as the OP recruiter in Pittsburgh, Pa. [redacted] Panel MCD, will be replacing [redacted] Her scheduled arrival date is 20 May 1985.

25X1 6. OC recruiters attended the Jacksonville, Fla. Non-Commissioned Officers Job Fair on 22 March. A total of 44 potential candidates were tested resulting in 4 ET, 4 UES, and 13 TCS qualified candidates. All received PHS packets to complete and return for further processing. Additionally, a degreed Computer Science applicant was briefed and given a PHS packet.

7. Overwhelming response has resulted from the 10 and 17 March ads for ET, TCS and Engineers. All personal resumes have been reviewed and action taken to mail PHS packets to those of interest.

8. Due to limited external training funds, training requests for remainder of FY-85 will only be approved as funds become available through cancellations of courses. Personnel will be asked to postpone their training to a later date or re-schedule their training into FY-86. Critically needed training will take precedence.

25X1 9. [redacted] conducted a detailed review of four Interactive Video courses, three-part introductory course on Data Communications and one staff management development course entitled "Decision Point." These computer based courses were developed [redacted] for delivery on their [redacted] workstation. Although some minor "bugs" were found in the courses, and will be corrected [redacted] all four presented the subject matter effectively. Communications School (CS) has ordered this courseware and two [redacted] workstations to conduct a pilot CBT program. CS plans to procure additional [redacted] workstations as directed by the success of this pilot CBT program and OC training requirements.

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10. TTD has 15 TDY in support of the Surge Project. One Panel N technician has been enrolled in the OPS-125 SC-3 SKYLINK course. This is the first technician enrolled in this course toward combined operator/technician training.

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